Guidelines for Preparing a Proposal Form for
the Kyoto University Hakubi Project to Foster and Support Young Researchers

Follow the instructions given below and use 10.5 point font or larger to fill out a Proposal Form either in English or Japanese. Changing the prescribed format is not acceptable. You can insert photographs and charts either in color or black and white. Please submit your proposal by uploading the proposal document converted to PDF via your account.

Application forms with serious deficiencies and/or false information will not be evaluated.

Acceptance Number

The acceptance numbers in the registration confirmation e-mail are automatically entered.

1. Basic Information

(1) Name

Write your name. If you use non-alphabetical characters (e.g. Chinese characters), also indicate the alphabetical version of your name.

(2) Home Address , current country of residence , and Contact Information

Enter your home address, telephone number and an e-mail address at which the Hakubi Center staff can contact you.

(3) Date of birth, Age and Gender

Indicate your date of birth (YYYY/MM/DD) in the Gregorian calendar.

Indicate your gender.

Enter your age as of April 1, 2019.

(4) Academic Degree

Please select from the drop-down list.

(5) Nationality

Enter your nationality.

(6) Current Affiliation

Accurately enter your current affiliation (university/institute/etc., department) and your position.

If you are a post-doctoral fellow at the Japan Society for the Promotion of Science (JSPS), enter your host institution's name as your affiliation.

Ex.) **** University, Graduate School of ****, Post-doctoral fellow (PD) at the Japan Society for the Promotion of Science (JSPS).

(7) Research title

Enter the title of your planned research for the Hakubi Project in 50 words or less.

(8) Position Applied for

Select position, either associate professor or assistant professor.

(9) Host Department, Division and Researcher in Kyoto University

Enter the name of the host research department within Kyoto University where you are planning to conduct research activities as a Hakubi researcher. Also specify the names of researchers at the host department who will support your application, wherever possible.

If you have obtained acceptance permission from the host researcher/department/division, please fill out the detail information (names of the laboratory, department, division, researcher etc.), and put a check (✓) before select "Obtained" on the registration site for basic information Form.

If you have not yet received permission, please select your applied research department and put a check (✓) before "Expected"

(10) Research field

Make sure you select two disciplines and research fields that are the most and the next most appropriate to yours from the appendix Review Section Table for FY2019 Grants-in-Aid for Scientific Research (KAKENHI).

Ex.) To select research categories from Broad Section A
1. (Medium-sized Section：)　Section 1：Philosophy, art, and related fields
   (Basic Section：)　01010 Philosophy and ethics-related
2. (Medium-sized Section：)　Section 1：Philosophy, art, and related fields
   (Basic Section：)　01040 History of thought-related

Describe the field of your planned research in 50 words or less.

2. Research proposal (maximum2 pages).

(1) Name

Write your name in either Japanese or English. If Japanese is used, also indicate the alphabetical version of your name.

(2) Academic Degree (University / Institution from which you took the degree / Date and year of acquisition)

If you hold a doctorate or will graduate with a doctoral degree, enter the degree, the institution you took (or are going take) and the date and year of acquisition using the Gregorian calendar.

(3) Photograph

Affix a digital photographic portrait taken within the last three months (front view of face, no hat). The size for a photographic portrait should be about 40mm high and 32mm wide.

(4) Education and Employment History

Fill out your educational and occupational history as of April 1, 2019.

Begin with the high school that you graduated from, and list educational achievements in chronological order. Be sure not to exclude the name of any colleges/universities that you left without receiving a diploma. If you studied abroad for any length of time, include that information as well.

Concerning occupation, enter your entire occupational career with detailed information, including your roles, positions and dates of termination of each position.

3. Research proposal during your term as a Hakubi researcher (within 5 pages)
(1) Outline of planned research

Give an outline of your research proposal for the Project in around 50 words in English.

(2) Research Plan

Follow the instructions specified on the Proposal Form. It is recommended that the research plan is described in an understandable way not for experts for your research fields but for non-expert researchers.

Previous achievements: First, briefly, provide a comprehensive summary of your academic accomplishments.

Purpose of research: Clearly describe the specific objectives of the planned research to be conducted during your term as a Hakubi researcher, with the description about the background of your research, what you intend to clarify during the term of your appointment, along with academic features, original points, expected results and significance of the planned research.

Research plan & method: Describe your research plans and methods, indicating your unique ideas and plans to fulfill your research objectives.

Research facility: Briefly describe your research environment and the research facility that you want to use after being appointed, whether or not you have obtained permission from the host researcher/institution/faculty.

Other: Enter anything else that you would like to convey to the judges.

You can also include tables and figures or anything else that would help you.

4. List of Academic Achievement (within 4 pages)

Enter your main research achievements in reverse chronological order, such as published papers, books, invited lectures, awards and industrial property rights, according to the instructions specified on the Proposal Form.

5. Reasons for applying for this project and your ambitions as a Hakubi researcher (within 2 pages)

Fill in your answers to the following questions within a maximum of 2 pages in total. You can change the size of each section, if necessary. The answers will be mainly used at the secondary screening by the Hakuraku Council.

(1) Why are you applying for the Hakubi project?

(2) What characteristics should an ideal researcher possess?

(3) How do you think you will be able to contribute as a researcher to solve various global issues that we are now facing?

(4) Why did you choose the position (Associate Professor / Assistant Professor) that you are applying for? Write the reason concisely.